

# **Monthly Report**

**April 1, 2007 through April 30, 2007**

## **Project Title**

Montana Department of Transportation (MDT) One Stop Shop for Traveler Information

## **Principal Investigator**

Michael Berman  
Program Manager  
PBS&J

## **Research Assistants**

The work performed under this contract has been performed by PBS&J with the assistance of our subcontractors, Current Transportation Solutions and ETC Institute.

## **Introduction**

This first monthly report covers the period from April 1, 2007 through April 30, 2007. During that month, the PBS&J team continued work on the early tasks in the project.

The next section provides an overview of the project objective. The report then provides an overview of the progress completed during the previous month, and compares anticipated budget and work to the project schedule.

## **Project Objective**

The objective of this project is to develop an implementation plan for a one-stop shop for traveler information, with a focus on traveler information needs for the transportation-disadvantaged, including the elderly, disabled, and poor. In addition, the plan should address traveler information needs for tourists.

## **Work Progress**

We performed the following tasks:

- Completed preliminary research for:
  - Task 3.1.1 (review transportation information systems)
  - Task 3.1.2 (identify current technologies)
  - Task 3.1.3 (review existing Montana transportation information services)

- Task 3.1.8 (review funding options)
  - Task 3.1.9 (review TranPlan 21)
- Conducted the first focus group.
- Scheduled the two remaining focus groups for May 17 and 18.
- Began work on assessment and analysis of gaps.

### **Issues**

The difficulty scheduling the focus groups means that the project will now be completed in December 2007, approximately 4 months later than originally planned. A revised schedule is included with this progress report.

### **Major Accomplishments or Discoveries**

The major accomplishment for this period was the completion of the first focus group and scheduling the remaining focus groups.

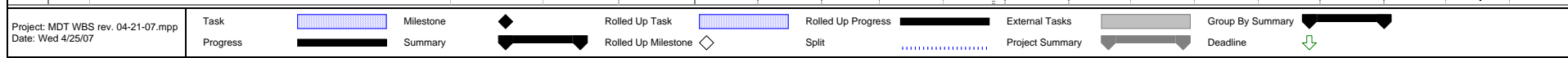
### **Work Projection**

During the next month, we plan to complete the following activities:

- Complete the focus groups.
- Conduct interviews with additional stakeholders as needed.

### **Financial Report**

Table 1 on the following page shows the current financial status of the project as of the end of March, 2007. Note that the financial summary lags behind the progress report by one month.



**Table 1: One-Stop Shop Financial Summary**

<b>Task</b>	<b>Initial Cost</b>	<b>Expended to Date</b>	<b>Percent Expended</b>	<b>Amount Remaining</b>	<b>Percent Remaining</b>	<b>Estimated Percent Complete</b>
Finalize Research Plan	\$ 7,318	\$ 5,680	77.6%	\$ 1,638	22.4%	100%
Review Transportation Information Systems	\$ 8,685	\$ 5,400	62.2%	\$ 3,285	37.8%	85%
Identify Current Technologies	\$ 9,349	\$ 5,400	57.8%	\$ 3,949	42.2%	85%
Review existing MT Information Services	\$ 8,043	\$ 2,500	31.1%	\$ 5,543	68.9%	50%
Determine Public and User Needs	\$ 35,000	\$ 1,468	4.2%	\$ 33,532	95.8%	5%
Determine Additional Needs	\$ 12,753	\$ -	0.0%	\$ 12,753	100.0%	
Determine Best Options	\$ 4,559	\$ -	0.0%	\$ 4,559	100.0%	
Recommend Implementation Approach	\$ 3,757	\$ -	0.0%	\$ 3,757	100.0%	
Review Funding Options	\$ 3,446	\$ 3,283	95.3%	\$ 163	4.7%	95%
Review TranPlan 21	\$ 2,075	\$ 2,044	98.5%	\$ 31	1.5%	100%
Implementation Plan	\$ 16,344	\$ -	0.0%	\$ 16,344	100.0%	
Kick-Off Meeting	\$ 4,961	\$ 4,274	86.2%	\$ 687	13.8%	100%
Mid-Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Final Project Meeting	\$ 4,961	\$ -	0.0%	\$ 4,961	100.0%	
Project Summary Report	\$ 1,335	\$ -	0.0%	\$ 1,335	100.0%	
Monthly Progress Reports	\$ 3,414	\$ 1,073	31.4%	\$ 2,341	68.6%	11%
<b>Total</b>	<b>\$ 130,963</b>	<b>\$ 31,123</b>	<b>23.8%</b>	<b>\$ 99,840</b>	<b>76.2%</b>	
		<b>Actual</b>	<b>Projected</b>			
State Fiscal Year 2007 Expenditures		\$ 31,123	\$ 97,872			
Federal Fiscal Year 2007 Expenditures		\$ 31,123	\$ 97,872			